

FREEDOM OF INFORMATION REQUEST REFERENCE NO 2019-024

Your request has now been considered under the Freedom of Information Act 2000 (the Act) and we provide our response below.

You asked:

1) Please, can you provide a list of all employee roles who are employed by your authority and are subject to the provisions as set out in the Official Secrets Acts 1911-1989?

This can be provided in any format, however, a spreadsheet detailing each role and a mark as to whether the role requires the role holder to sign a declaration as to their recognition of being bound thus required to comply with the Act(s).

2) Please provide a disclosure of the format used by your authority which requires the signature of any role holder who is subject to provisions as set out in the Official Secrets Acts 1911-1989 such as an "Official Secrets Acts & Confidentiality Declaration"

Your request for information has been considered under the Freedom of Information Act 2000 (the Act) and our response is as follows:

1. The employee roles subject to the provisions set out in the Official Secrets Act 1989 are:

- Chief Executive & Monitoring Officer
- Director of Operations
- Chief Finance Officer
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- Head of Communications & Engagement
- Communications & Engagement Officer
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- Head of Policy & Commissioning
- Commissioning Manager
- Policy Manager
- Policy Officer
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- Governance & Contact Manager
- Scrutiny Manager
- Contact Officer
- PA to SMT
- PA to PCC
- Governance Officer

2. Post holders will sign a Word based document, witnessed by another, and saved on the individual's personnel file.